



County of Los Angeles CHIEF EXECUTIVE OFFICE

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<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

July 9, 2014

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To: Supervisor Don Knabe, Chairman
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From: William T Fujioka
Chief Executive Officer

INTERNAL SERVICES DEPARTMENT'S REQUEST FOR SALARY PLACEMENT FOR MR. THOMAS TRAVIS UPON APPOINTMENT TO THE POSITION OF ADMINISTRATIVE MANAGER XVII, ISD (UNCLASSIFIED)

The Internal Services Department (ISD), with the support of the Chief Executive Officer (CEO), requests approval to appoint Mr. Thomas Travis to the position of Administrative Manager XVII, ISD (UC), Item No. 1091, at an annual base salary of \$182,205.84. The base salary placement for Mr. Travis onto Management Appraisal and Performance Plan Tier I Salary Range R17 (the Board approved range for this position) will place Mr. Travis below the control point of the range. This salary is recommended based on Mr. Travis' extensive information technology experience and the role and responsibilities he will perform as Administrative Manager XVII for ISD.

As Administrative Manager XVII, Mr. Travis will report directly to the Chief Deputy, David Chittenden, and be responsible for managing and overseeing the daily operations of the Department's Information Technology Service (ITS) that has an operating budget of approximately \$240 million and 1,100 budgeted positions. More specifically, the ITS is responsible for designing and operating computer and telephone systems for County Departments including providing information systems planning; network design and telecommunications project management; systems implementation and maintenance; and hardware, software, and data integration. Additionally, the ITS furnishes radio system design, implementation and support, and video conferencing technology.

"To Enrich Lives Through Effective And Caring Service"

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Mr. Travis is a senior manager with more than 37 years of progressively responsible experience working for the County of Los Angeles in the field of information technology. Since March 3, 2014, Mr. Travis has been the acting General Manager of the Department's ITS. Prior to his current assignment, Mr. Travis has been working as an Administrative Manager XVI over the Computing Services Branch, which implements, operates, and secures the critical computing infrastructure for the enterprise and departmental systems in the County. Additionally, Mr. Travis has experience working with the Office of the Chief Information Officer as a Senior Information Technology Consultant over the Operations Cluster with responsibility for leading County projects for Enterprise Content Management software and services.

Mr. Travis earned a Bachelor of Arts degree in Business Administration with a concentration in Management Information Systems from California State University, Fullerton.

In accordance with policy on managerial appointments, unless otherwise instructed by the Board by July 23, 2014, the CEO will advise ISD that authorization has been granted to proceed with Mr. Travis' appointment to Administrative Manager XVII, ISD (UC), at an annual base salary of \$182,205.84 effective no sooner than July 24, 2014.

If you have any questions regarding this matter, please contact Steve Masterson at (213) 974-8481.

WTF:BC:JA
SJM:AP:mmg

c: Executive Office, Board of Supervisors
County Counsel
Internal Services

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